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U.S. COMMITTEE
FOR REFUGEES AND IMMIGRANTS

Protecting refugees, Serving Immigrants, Upholding Freedom Since 1911

CONFIDENTIALITY AGREEMENT

As an intern or volunteer of USCRI, I shall respect the privacy concerns of the clients we serve, and I shall hold in confidence all information obtained in the course of professional service, whether that information is obtained through written records or daily interaction with a client. Therefore, I will not knowingly disclose any client's confidential information that may adversely affect the organization and its clients to anyone, except:

1. As mandated by law;
2. To prevent a clear and immediate danger to a person or persons; or
3. When I am compelled to do so by a court or pursuant to the rules of a court.

I shall store or dispose of professional records in ways that maintain confidentiality and the integrity of the Organization.

I shall maintain a professional attitude, which upholds the confidentiality of the clients we serve, colleagues, applicants, and co-workers as well as any sensitive situation arising within the Organization.

I, upon my termination of my internship or volunteer program, shall maintain client and co-worker confidentiality and I shall hold confidential any information concerning sensitive situations within the Organization.

I understand that violation of this Confidentiality Agreement may be grounds for immediate dismissal.

_____ _____

Intern/Volunteer Signature Date

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